

**TOWN OF BALLSTON**

**APPLICATION FOR SITE PLAN REVIEW  
SUBMISSION REQUIREMENT WAIVER**

**OFFICE USE**

Date Rec'd: \_\_\_\_\_

Case No:- \_\_\_\_\_

Hearing Date: \_\_\_\_\_

Disposition \_\_\_\_\_

County Planning  yes  no

**Waivers:** On its own initiative or at the request of the applicant, one or more of the items contained in the SITE PLAN SUBMISSION CHECKLIST [138-105] may be waived. The intent is not to require information that is not relevant for the purpose of making an informed decision or to become unduly burdensome on those projects where the level of detail is not warranted. As such, the Planning Board has flexibility in its discretion to determine what shall be required as part of the application submissions. Thus, if the Planning Board finds that any of the information requirements as set forth above are not necessary to conduct an informed review, it may waive such information requirements as it deems appropriate. Any such waiver shall be made in writing, and shall contain statements of the reasons why the waived information requirements are not necessary for an informed review under the circumstances. The Planning Board may grant such waivers on its own initiative or at the written request (that sets forth the specific requirements that are requested to be waived and the reasons for the requested waiver) of an applicant.

NAME: \_\_\_\_\_

DATE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_

\_\_\_\_\_

PROJECT LOCATION:

PROPERTY OWNER:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

TAX MAP NUMBER: SECTION \_\_\_\_\_ BLOCK \_\_\_\_\_ LOT \_\_\_\_\_

REASON FOR WAIVER REQUEST:

Place each waiver request on separate sheet of paper in narrative form.

\_\_\_\_\_  
(Applicant signature)

\_\_\_\_\_  
(Date)